

Archived Information

Department of Education Management Officials Exit Interview

At the U.S. Department of Education, we have a goal to become a high-performing organization. This means that we need to recruit and retain the best employees. We are asking everyone who leaves to give us feedback on why they are leaving and what our strengths and weaknesses are.

During your tenure at the Department, you have had the opportunity to observe what we do well and where we need improvement. Before you leave, we would like to have your opinion on what we do that attracts and retains high performers and what we can do better. We would also like to know what you believe your successor needs to know about our workforce and our organizational strengths and weaknesses.

Your answers will be confidential. Results will be reported anonymously and combined with those of other management officials who leave the Department of Education. The number below will only be used for tracking purposes and will not be used to associate your name with specific data from this survey.

Number: _____

Date: _____

Part I--Background Information

For this section, please check the appropriate box.

1. Why are you leaving?

- ☐ Retirement ☐ Voluntary Resignation ☐ Involuntary Dismissal ☐ End of Appointment

2. What was your last work location?

- ☐ OCR Washington DC Metro Office ☐ Portals Building ☐ Capitol Place
☐ Federal Building No. 6 (FB-6) ☐ Mary E. Switzer Building (MES) ☐ Other Building in the DC area
☐ Regional Office Building No. 3 (ROB-3) ☐ K Street

Regional Offices:

- ☐ Boston ☐ Philadelphia ☐ Dallas ☐ Cleveland ☐ San Francisco
☐ Denver ☐ New York ☐ Chicago ☐ Kansas City ☐ Seattle ☐ Atlanta

3. How long have you been a federal government employee (excluding military service)?

- ☐ Less than 1 year ☐ 1-3 years ☐ 4-9 years ☐ 10-20 years ☐ Over 20 years

4. How long have you been with the U. S. Department of Education?

- ☐ Less than 1 year ☐ 1-3 years ☐ 4-9 years ☐ 10-20 years ☐ Over 20 years

5. What is your pay grade?

- ☐ 15 and above ☐ SES ☐ Not Applicable

6. How many years have you been at your current grade level?

- ☐ Less than 1 year ☐ 1-3 years ☐ 4-9 years ☐ 10-20 years ☐ Over 20 years
☐ N/A

Department of Education Management Officials Exit Interview

7. What is your career status?

- ☐ Career Civil Service ☐ Excepted Service (Schedule A, Attorneys AD employees) ☐ Political Appointee

8. What is your current pay category?

- ☐ General Schedule and Similar (GS, GG, GW, GN, GM, GH) ☐ SES ☐ Other

If other, please explain:

9. What is your current job title and job series?

Job Title: _____

Job Series:

- | | | |
|---|--|---|
| <input type="checkbox"/> Education Specialist | <input type="checkbox"/> Information Technology Specialist | <input type="checkbox"/> General Administrative |
| <input type="checkbox"/> Statistician | <input type="checkbox"/> Management and Program Analyst | <input type="checkbox"/> Auditor |
| <input type="checkbox"/> Attorney | <input type="checkbox"/> Investigator | <input type="checkbox"/> Other _____ |

10. What is your level of supervisory responsibility?

- ☐ None ☐ Team Leader ☐ First-line supervisor ☐ Manager ☐ Executive

11. Which is your age?

- ☐ 21-30 years ☐ 31-40 years ☐ 41-50 years ☐ 51-60 years ☐ Over 60 years

12. What is your sex?

- ☐ Female ☐ Male

13. What is your highest level of education attained?

- | | | |
|--|---|---|
| <input type="checkbox"/> Some High School | <input type="checkbox"/> Bachelor's Degree | <input type="checkbox"/> Graduate or Advanced Professional Degree |
| <input type="checkbox"/> High School Diploma | <input type="checkbox"/> Post-Bachelor's Work | <input type="checkbox"/> Doctorate Degree |
| <input type="checkbox"/> Some College | <input type="checkbox"/> Post-Graduate Work | <input type="checkbox"/> Post-Doctorate Work |

14. What is your ethnic background? (optional)

- ☐ Hispanic or Latino ☐ Not Hispanic or Latino

15. What is your race? (optional)

- | | | |
|--|--|--------------------------------------|
| <input type="checkbox"/> American Indian or Alaska Native | <input type="checkbox"/> Black or African-American | <input type="checkbox"/> White |
| <input type="checkbox"/> Native Hawaiian or Other Pacific Islander | <input type="checkbox"/> Asian | <input type="checkbox"/> Other _____ |

Department of Education Management Officials Exit Interview

Part II - Your Experience At Education

Please either check the box or write in the respondent's response, as appropriate, for the following questions.

1. How satisfied have you been at the U. S. Department of Education? (Note: This answer is meant to reflect the respondent's current feeling about ED.)

☐ *Very Satisfied* ☐ *Satisfied* ☐ *Neither Satisfied nor Dissatisfied* ☐ *Dissatisfied* ☐ *Very Dissatisfied*

(For people who are dissatisfied or very dissatisfied)

How could the department have increased your level of satisfaction?

2. What aspects of your job have been most satisfying?

3. What aspects of your job would you change if you could?

4. When you first arrived, how could the U. S. Department of Education have better prepared you for working here?

5. What are two or three things you know now that you wish you had known when you started your assignment here?

6. How satisfied are you with the Department's support of continuing education/professional development?

☐ *Very Satisfied* ☐ *Satisfied* ☐ *Neither Satisfied nor Dissatisfied* ☐ *Dissatisfied* ☐ *Very Dissatisfied*

7. Did you work in other government organizations before you joined the Department? ☐ Yes ☐ No

If yes, how would you compare your past experiences with your experience in the Department?

8. What would you tell your successor is the biggest challenge about managing U. S. Department of Education programs?

Department of Education Management Officials Exit Interview

9. Overall, how effective do you feel the U.S. Department of Education workforce is?

☐ *Very Effective* ☐ *Effective* ☐ *Neither Effective Nor Ineffective* ☐ *Ineffective* ☐ *Very Ineffective*

10. Please tell us about any specific examples of things that impress you about the workforce.

11. Please give us your suggestions for improving the U. S. Department of Education workforce.

Part III - Recruitment and Retention

1. What are the three most important things the U. S. Department of Education could do to attract and retain high performing employees?

a.

b.

c.

2. What types of experience would you look for in people hired into your principal office?

3. If possible, would you apply for a career position at the U. S. Department of Education in the future?

☐ *Yes* ☐ *No* ☐ *Maybe* ☐ *No Opinion* *If no, please tell us why not:*

4. Will you be doing the same type of work in the future that you did at the Department? ☐ *Yes* ☐ *No*

If no, what will you be doing?

5. Would you recommend the U.S. Department of Education as a good place to work?

☐ *Yes* ☐ *No* ☐ *Maybe* ☐ *No Opinion* *If no, please tell us why not:*

Department of Education Management Officials Exit Interview

Part IV – Organizational Unit

Please check the box next to the organizational unit that most closely identifies where you worked.

Office of the Secretary:

- ☐ All units

Office of the Deputy Secretary:

- ☐ All Units

Office for Civil Rights:

- ☐ Headquarters
☐ All Regional Offices (Including DC Metro Office)

Office of the Under Secretary:

- ☐ Planning and Evaluation Service & Immediate Office
☐ Budget Service

Office of the Inspector General:

- ☐ Headquarters
☐ All Regional Offices (including WDCFO and Capital Area)

Office of the General Counsel:

- ☐ Program Service
☐ Departmental and Regulatory Service
☐ All Other Units

Office of Special Education and Rehabilitative Services:

- ☐ Office of Special Education Programs
☐ Natl. Institute On Disability & Rehabilitation Research
☐ Rehabilitation Services Administration
☐ All Other Units

Office of Legislation and Congressional Affairs:

- ☐ All Units

Office of the Chief Information Officer:

- ☐ All Units

Office of Management:

- ☐ Human Resources Group
☐ Quality Workplace Group
☐ All Other Units

Office of Post Secondary Education:

- ☐ Higher Education Programs
☐ Policy, Planning and Evaluation
☐ All Other Units

Student Financial Assistance:

- ☐ SFA, Students Channel – Headquarters
☐ SFA, Students Channel – Regions
☐ SFA, Schools Channel – Headquarters
☐ SFA, Schools Channel – Regions
☐ SFA, Financial Partners Channels
☐ SFA CIO
☐ SFA CFO
☐ SFA, All Other Units

Office of Educational Research and Improvement:

- ☐ National Center for Education Statistics
☐ Office of Reform Assistance and Dissemination
☐ National Research Institutes
☐ National Library of Education

Office of Bilingual Education:

- ☐ All Units

Office of Elementary and Secondary Education:

- ☐ Impact Aid Programs
☐ School Improvements Program
☐ Compensatory Education Programs
☐ All Other Units

Department of Education Management Officials Exit Interview

Office of Intergovernmental and Interagency Affairs:

- ☐ Office of the Secretary's Regional Representatives
- ☐ All Other Units

All Independent Commissions, Panels, Advisory Councils and Boards, Institutes, and Governing Boards

- ☐ All Units

Office of Vocational and Adult Education:

- ☐ All Other Units

Office of the Chief Financial Officer:

- ☐ Contracts and Purchasing Operations
- ☐ Financial Management Operations
- ☐ Financial Systems Operations
- ☐ All Other Units